



CITY OF HAYWARD
OFFICE OF THE CITY MANAGER

December 12, 2003

TO: Route 238 Working Group
FROM: City Manager
SUBJECT: Potential Need for Additional January Meeting

At your last meeting, we noted that there may be a need to schedule an additional meeting in January, in light of the large amount of material that still needs to be covered related to the conceptual plans and the details of the proposed project.

It appears that January 21 may be the best available date for this additional meeting. The regularly scheduled January 28 meeting date would not change since it had originally been intended for a continuation of discussions from the December meeting on the details of the conceptual plans.

Please bring your calendars to the December 17 meeting.